

# Read to Achieve UPDATE

SEPTEMBER 2008

VOLUME 1



## RTA IMPORTANT DATES

<b>FLEXIBLE Testing Window</b>	<b>T-PRO FALL TESTING WINDOW</b> <i>When materials are received and teachers have been trained, testing can begin.</i>
<b>Sept. 25 - 27</b>	<b>2008 KENTUCKY READING ASSOCIATION Literacy For A Lifetime</b> Galt House Hotel, Louisville, KY <a href="http://www.kyreading.org/Conference.aspx">http://www.kyreading.org/Conference.aspx</a> <i>*Sept. 25 is optional</i>
<b>Oct. 6</b>	<i>Note: If you want your test results back in time for the October training, test booklets would need to be shipping by Oct. 6. This is not required due to delays. Otherwise, please ship testing materials back to CIA (use postage-free labels as soon as possible once testing is complete).</i>
<b>Oct. 20-23</b>	<b>T-PRO Train the Trainer Sessions: Using T-PRO Reports to Drive Instruction</b>  RTA intervention teachers (data coordinators strongly encouraged to come) MUST register for the data training for either the a.m. or p.m. session. Training sites will remain the same as the September trainings; however, dates may differ so please note your registration time/date.  <b>October 20 and 21 in Frankfort</b> <b>October 22 in Bowling Green</b> <b>October 23 in Prestonsburg</b> <i>2 sessions are offered per day</i>  <b>TPRO TRAINING REGISTRATION LINK:</b> <a href="http://oapd.kde.state.ky.us/r2a/ratapro.htm">http://oapd.kde.state.ky.us/r2a/ratapro.htm</a>
<b>Mar. 4-6</b>	<b>2009 KY Teaching &amp; Learning Conference (KTLC)</b> International Convention Center, Louisville, Kentucky <a href="http://kentuckytlc.org/KTLC/">http://kentuckytlc.org/KTLC/</a>
<b>Apr. 20 - May 1</b>	<b>SPRING 2009 T-PRO TESTING WINDOW</b>
<b>May 6</b>	Deadline for shipping testing materials back to CIA using postage free labels.
<b>May 4-20</b>	<b>KCCT STATE TESTING</b>

## Greetings RTA schools...

*It was so good to see so many familiar faces at the trainings last week and meet many new ones. Thank you for your attentiveness and your good questions. We are all learning as we go.*

*By now you should have received an e-mail explaining the delay in shipping of test booklets. If you did not, we are still updating our contact list. Until that is complete, at least one of the contacts (3) in your building should be current. Please share information. If you have sent us your changes, you do not need to re-send.*

*We have created a "flexible" testing window that should adjust to each school's unique needs. The data trainings are planned for October 20 – 23*

*As stated in the trainings, everyone needs to register. Because of the flexible window, schools will be returning materials for scoring at different times, so some schools will not receive their scores prior to the training date.*

*As with anything new, we anticipate some glitches in year one of our new RTA state-selected assessment. We appreciate your continued support and patience during this time.*

## RTA Coordinators

## SHIPPING OF T-PRO BOOKLETS

Booklets are being shipped this week. Due to these unforeseen delays in receipt of testing materials at some schools and the need to train teachers in the administration of T-PRO, the fall testing window has been revised.

When materials are received and teachers have been trained, testing can begin. Once completed and unused test booklets are returned to CIA for scoring, allow 18 calendar days for the return of reports.

T-PRO Teacher Training materials (e.g., PowerPoint, sample assessments) have been posted on CIA's website (click on **RESOURCES**):

[http://www.cia.indiana.edu/assessments\\_T-PRO.htm](http://www.cia.indiana.edu/assessments_T-PRO.htm)

## RTA Contact Changes

We'd like to thank those of you who have e-mailed us with contact changes at your school re: to RTA. We are working as quickly as possible to update all those received thus far.

When there are changes to be made at your school related to RTA staff (new principal, new intervention teacher, new data coordinator), it is the school's responsibility to notify KDE via email with the changes.

EVERY CHILD



**Kentucky**  
UNBRIDLED SPIRIT



**Read to Achieve**  
Diagnostic and Intervention Services

Kentucky Department of Education • Read to Achieve Grant Program

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## RTA FREQUENTLY ASKED QUESTIONS

### What is the intent of the grant regarding the use of state funds?

Read to Achieve is a salary grant. The primary intent of the grant is that funds be used to pay the salary of a highly qualified (certified) reading intervention teacher.

### Which trainings/conferences are required for the RTA intervention teacher?

As per the RTA grant requirements, the Read to Achieve Intervention teacher is required to attend the two state conferences each year, the Kentucky Reading Association Annual Conference (KRA) each September and the Kentucky Teaching and Learning Conference (KTLC) each March. If given approval and funding is available, data coordinators are encouraged to attend.

### Is it an allowable expenditure to use RTA funds to cover the cost (e.g., fees, travel, and lodging) of conferences and trainings for other school staff?

NO. RTA funds should only be used to cover the cost of required trainings (Assessment) and conferences (KRA and KTLC) for the RTA-funded intervention teacher. Additionally, funds can be used to cover the cost of trainings directly related to the implementation of the program and to maintain their highly-qualified status. Funds may also be used to cover the cost of trainings, conferences (required) for the data coordinator.

### What kinds of materials/supplies may be purchased with RTA funds?

RTA funds may only be used to purchase instructional materials for those students (stanine 1, 2, and 3) identified and provided intervention services by the RTA intervention teacher.

When purchasing materials with RTA grant funds, they must support the research behind best practices in intensive intervention (ex. Tier 3). Purchases for entire grade levels or classes are not permissible. Funds must be expended on those students identified and receiving services per grant criteria.

### When should intervention services begin?

It is the intent of the RTA grant that intervention services begin no later than the second week of school. Schools should NOT wait until receiving fall test scores to begin intervention services. Spring 2008 GRADE scores are to be used to identify students eligible for the program.

### We know we are supposed to use our 2008 Spring GRADE scores to initially identify students. What do we use to identify kindergarten and other new students?

Until the T-PRO fall data is received, other appropriate assessments/measures must be used as the initial criteria to determine eligibility for intervention instruction for kindergarten students and primary students new to the school.

## Finance/Budget Corner

by Georgeann Burton

### RTA Schools

Read to Achieve funds awarded for FY 2008 (last school year) must be expended or encumbered by September 30, 2008. Funds not expended or encumbered by this date will be forfeited.

### RTA District Finance Officers

Final budget reports for Project 1828X should be submitted to the department no later than December 31, 2008.

*If you have additional questions regarding RTA funding, contact: Georgeann Burton, Budget Office at 1-502-564-1979 or via email @ [Georgeann.Burton@education.ky.gov](mailto:Georgeann.Burton@education.ky.gov)*

**Please use the revised funding matrixes that are downloadable from the RTA WebPages under Critical Resources.**

## IMPORTANT REMINDER: RTA SIGNATURE NEEDED

It is imperative that you personalize your signature in your Inbox when sending us an email or reply via email. We get literally hundreds of emails per day. If the information below is not there we have to research to find out which district, which school, which round, etc. before we can begin to give a reply. This holds up our response to you. Then when you e-mail us, your contact information will automatically be there. This will eliminate the "needle in the haystack" process (searching to find your contact information) so we can respond appropriately.

- o Name
- o RTA Role (intervention teacher, principal, or data coordinator)
- o District
- o School
- o Address
- o Phone
- o Email

### DIRECTIONS FOR PERSONALIZING EMAIL SIGNATURE (BASED ON OFFICE 2000):

- Go to INBOX, then TOOLS
- Click OPTIONS, then MAIL FORMAT
- Click SIGNATURES PICKERS, then NEW or EDIT
- ENTER requested information in space provided.
- Click NEXT, OKAY, and SAVE.

**IF YOU HAVE OFFICE 2007, DIRECTIONS VARY SLIGHTLY, BUT FOR THE MOST PART ARE THE SAME.**